

MILPERSMAN 1300-312

UNITS TRANSITIONING TO OVERSEAS LOCATIONS

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1. Policy

a. As soon as it becomes known that a sea unit will change status, the Manning Control Authority (MCA) or Enlisted Placement Management Center (EPMAC) will direct the commanding officer of the unit to provide to Navy Personnel Command (NAVPERSCOM) and EPMAC a listing of all personnel who are planned to be on board on the effective date of the change.

b. The listing will identify personnel who

(1) **do** desire to remain on board to complete an overseas tour (volunteer (VOL)),

(2) **do not** desire to remain on board (non-volunteer (NON-VOL)), and

(3) are not qualified for overseas service per this article and applicable directives (non-qualified (NON-QUAL)).

c. In each case, special procedures will be developed between NAVPERSCOM and EPMAC to provide replacements for all NON-QUALS and as many NON-VOLs as possible.

2. Transitioning Categories. Transitioning of units to overseas locations shall be considered in two distinct categories:

(1) **Category 1**. Transition from continental United States (CONUS) to an overseas location.

(2) **Category 2**. Transition from an overseas location to CONUS incident to overhaul, conversion, or aircraft transition, and return to previous overseas location.

3. Manning

a. It is desirable that units transitioning to overseas locations be manned with VOLs to the maximum extent feasible; however, it is often necessary to retain some NON-VOLs on board to fill key billets during the transition period, to maintain crew stability, and to man units per specified manpower level when sufficient VOLs are not available.

b. Detailed guidance for determining VOL/NON-VOL status of personnel, tour lengths, obligated service (OBLISERV) requirements, phased rotation plans, and eligibility for transportation of family members will be provided to the transitioning unit by letter or during a Crew Manning Conference.

4. Tour Lengths

a. **Category 1.** The following guidelines pertain to tour lengths for personnel assigned to transitioning units in category 1.

(1) **VOLs.** Personnel who desire to accompany the transitioning unit to the new overseas location will complete the appropriate accompanied (with family members) tour, or unaccompanied (all others) tour for the area.

(a) Members who elect to bring their family member(s), privately owned vehicles (POV), or household goods (HHG) must remain attached to the unit for a minimum period of 1 year subsequent to the scheduled arrival of family members/POV/HHG at the overseas location, to receive these entitlements.

(b) Enlisted personnel will ensure OBLISERV requirements have been met per MILPERSMAN 1306-106 and will be based on the effective date of the change of homeport/permanent duty station (HP/PDS). It is emphasized that personnel shall have sufficient OBLISERV, prior to departure of the transitioning unit from CONUS, for the tour length elected (i.e., Accompanied or All Others).

(2) **NON-VOL** personnel who are required to remain on board during the transition period will not have their projected rotation date (PRD) involuntarily extended.

(a) NON-VOLs who choose to have their family member(s) accompany them to the new overseas location will be considered VOLs and have their PRDs adjusted to reflect an accompanied (with family member(s)) tour, or prescribed sea tour, whichever is least.

(b) NON-VOLs who elect to bring their POV or HHG must remain attached to the unit for a minimum period of 1 year subsequent to the scheduled arrival of POV or HHG at the overseas location, to receive these entitlements.

b. **Category 2.** Since overhaul, conversion, or aircraft transition periods vary from 6 months to a period in excess of 17 months, transitioning units in category 2 must be considered an exception to the normal transition policy. Normally, units returning to CONUS will receive a change of HP/PDS notice which will assign, for the purpose of travel entitlements, a CONUS HP/PDS. Specific guidelines and procedures for personnel in category 2 will be provided to the transitioning unit by letter, or during the Crew Manning Conference.